



# BOARD OF COMMISSIONERS

1 S. Main St., 9th Floor  
Mount Clemens, Michigan 48043  
586-469-5125 FAX 586-469-5993  
[macombcountymi.gov/boardofcommissioners](http://macombcountymi.gov/boardofcommissioners)

## PERSONNEL COMMITTEE

FRIDAY, JUNE 27, 2008

### SPECIAL AGENDA

1. Call to Order
2. Pledge of Allegiance
3. Adoption of Agenda, as amended, to include item #4A
4. Public Participation
- 4A. Review and Consideration of the Alternative Work Schedule Policy (mailed & attached)
5. Executive Session to Discuss Labor Negotiations
6. New Business
7. Public Participation
8. Adjournment

## MACOMB COUNTY BOARD OF COMMISSIONERS

Andrey Duzyj - District 1  
Marvin E. Sauger - District 2  
Phillip A. DiMaria - District 3  
Jon M. Switalski - District 4  
Susan L. Doherty - District 5

Joan Flynn - District 6  
Sue Rocca - District 7  
David Flynn - District 8  
Robert Mijac - District 9  
Philis DeSaele - District 10

Ed Szczepanski - District 11  
Peter J. Lund - District 12  
Don Brown - District 13  
Brian Brdak - District 14  
Keith Rengert - District 15

William A. Crouchman  
District 23  
Chairman

Dana Camphous-Peterson  
District 18  
Vice-Chair

Leonard Haggerty  
District 21  
Sergeant-At-Arms

Carey Torrice - District 16  
Ed Bruley - District 17  
Paul Gielegthem - District 19  
Kathy Tocco - District 20

Betty Slinde - District 22  
Sarah Roberts - District 24  
Kathy D. Vosburg - District 25  
Leon Drolet - District 26

Item # 4A

RESOLUTION NO. \_\_\_\_\_

FULL BOARD MEETING DATE: \_\_\_\_\_

AGENDA ITEM: \_\_\_\_\_

MACOMB COUNTY, MICHIGAN

RESOLUTION TO \_\_\_\_\_ Review and Consideration of the Alternative Work Schedule Policy \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

INTRODUCED BY: \_\_\_\_\_ Commissioner Dana Camphous-Peterson, Chairperson \_\_\_\_\_

\_\_\_\_\_ Personnel Committee \_\_\_\_\_

COMMITTEE/MEETING DATE

Special Personnel      06-27-08

\_\_\_\_\_

\_\_\_\_\_



# HUMAN RESOURCES DEPARTMENT

10 N. Main St., 4th Floor  
Mount Clemens, Michigan 48043  
586-469-5280 Fax 586-469-6974  
macombcountymi.gov

Labor Relations:  
Eric A. Herppich  
469-7241

June 20, 2008

Personnel Services:  
Douglas J. Fouty  
469-6126

TO: Commissioner Dana Camphous-Peterson, Chair  
Personnel Committee and Committee Members

FROM: Eric A. Herppich, Acting Director  
Human Resources

RE: Review and Consideration of the Alternative Work Schedule Policy

Attached is the Alternative Work Schedule Policy for review and consideration by the Personnel Committee.

I look forward to discussing this with you at the meeting on June 27, 2008.

EAH/mb  
Attachment

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## **Alternative Work Schedule Policy**

### **Policy Statement**

The County recognizes the benefits of alternative work schedules for employees where both operational needs of the County, as well as the personal needs of the employees can be met. Under this Policy Department Heads have the opportunity to provide an Alternative Work Schedule to employees, provided the Department can continue to provide all necessary services with proper management oversight. If an Alternative Work Schedule is approved by the Department Head, participation by employees would be voluntary and subject to payroll system processes and schedules as established by Human Resources. Any Alternative Work Schedule, as approved by the Department Head, shall be negotiated with applicable labor organizations and affected employees. The Alternative Work Schedule shall not be utilized by 24 hour/7 day per week operations. A Department that has approved an Alternative Work Schedule and provides service to the public shall be open, at a minimum, from 8:30 a.m. to 5:00 p.m., Monday through Friday, or other established hours set by individual departments.

### **Duration of Policy**

This policy shall be in effect, on a trial basis, until July 2009 and will be re-evaluated at that time.

### **Eligibility**

Full time employees only.

### **Alternative Work Schedules**

- **Four-Day Work Week:**

- Shall consist of working either 37.5 or 40 hours over a four day work week, except for a pay period with a designated holiday(s).

- **Nine-Day Work Pay Period:**

- Shall consist of working either 75 or 80 hours over a nine day pay period, except for a pay period with a designated holiday(s).